

From: [R6HarveyFSC](#)
To: [R6HarveyInfo](#)
Subject: FW: Recording time worked on Federal Holiday
Date: Monday, September 11, 2017 12:24:05 PM
Importance: High

From: Leos, Valmichael
Sent: Monday, September 11, 2017 12:24:03 PM (UTC-06:00) Central Time (US & Canada)
To: R6HarveyFSC
Subject: FW: Recording time worked on Federal Holiday

Can you call me about this email? I have a question about Holiday Premium Pay vs Overtime. My number is below.

Sincerely,

Valmichael Leos
Remedial Project Manager
U.S. Environmental Protection Agency Region 6
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From: Delgado, Stephanie
Sent: Monday, September 11, 2017 12:03 PM
To: R6 6SF-R <R6_6SFR@epa.gov>; R6 6SF-RA <R6_6SFRA@epa.gov>; R6 6SF-RL <R6_6SFRL@epa.gov>; Greenwell, Deborah <Greenwell.Deborah@epa.gov>
Subject: Recording time worked on Federal Holiday
Importance: High

Hello Branch.

Not all of you will need this right now, but wanted to copy all for your information.

Regarding Monday – September 4, 2017 – Holiday:

People Plus is looking for 8 hours – charged to Holiday.

- If you worked on this day, during regular business hours - people plus should have those hours charged to Holiday/Premium pay. **(For example: I worked 4 hours during that Holiday, so my people plus will have 4 hours charged to Holiday and 4 hours charged to Holiday/premium.)**
- If you worked only after normal duty hours – people plus would reflect the Holiday hours, then the overtime. **(For example: 8 hours charged to Holiday and then a new**

line for # of hours worked after normal duty hours – i.e., 8 Holiday and 2 overtime hours.)



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**Stephanie Delgado**  
**U.S. Environmental Protection Agency**  
**Superfund Division (6SF-R)**  
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